



KING COUNTY SHERIFF'S OFFICE INTERNSHIP OPPORTUNITIES

The King County Sheriff's Office is currently looking for college interns! Through our college internship positions, the Sheriff's Office provides excellent learning experiences AND accomplishes important law enforcement work. We rely heavily on the assistance that our college student interns give us. We have many useful and important tasks that interns perform, at various work locations.

Internship Location: Shoreline

Division/Unit: Shoreline Precinct

Start Date: Fall 2013

Summary: Our Shoreline Precinct is looking for a part-time intern for approximately three hours a week. Tasks would include front desk duties (answer phones and other ancillary duties), help identifying at risk individuals to violence/crimes, and input data into various tracking systems with a civilian project manager. Data entry and computer skills will be a must. This will be a great internship for a Criminal Justice major.

Experience, Qualifications, Knowledge, Skills:

- Must be enrolled as a student. (The King County Sheriff's Office may make an exception to this rule on a case-by-case basis)
- Must be responsible and professional at all times. Regular and reliable attendance is expected.
- College internships may involve a mix of office clerical work and research; there is no set pattern. We also provide work unit orientations such as ride-alongs.
- College interns working for the King County Sheriff's Office do so, on an unpaid basis.
- Interns must first go through a background investigation consisting of a polygraph examination and criminal history check.

Background Investigation:

Our thorough background investigation includes a look at your criminal history record, employment history, personal references, driving history, and credit history. KCSO detectives will conduct the investigation. Personal references and current and previous employers will be contacted. Once the background investigation is complete, you will take a polygraph test.

Timeline:

While some background investigations take longer than others, you can expect the time from the point your background investigation begins to the time you are offered an internship to take approximately eight weeks. Please factor this in when applying.

To Apply:

Visit www.kingcounty.gov/safety/sheriff/careers/interns.aspx and complete an application.